**RD004-LETTER OF CONCURRENCE**

|  |  |  |
| --- | --- | --- |
| **DATE** | : | DD Month YYYY |
| **TO** | : | **Asst. Prof. Jimmy M. Fernando, MEM**  Director  Office of Student Services  **Inst. Abraham T. Sagun**  Chief  Student Affairs and Services  **Assoc. Prof. Christo Rey S. Albason, MAF**  Coordinator  Student Monitoring and Evaluation |
| **THROUGH** | : | **Mr. Charles Janssen B. Dela Peña**  Chairperson  PUP Student Council Commission on Student Organizations and Accreditation |

Dir. Fernando:

I, **Complete Name of Adviser**, a **part-time/full-time** faculty member from the **PUP College of Insert College Name** concurs to be the adviser of **Complete Name of Student Organization** for the academic year 2022-2023.

Upon the acceptance of my advisership, I also concur to the following provisions:

1. not an honorary member/alumnus/alumna of the student organization I am advising to;
2. establish communication with the student organization to ensure my involvement; and
3. recognize responsibility for keeping updated with the student organization’s operations and providing guidance to its officers on the suitability and overall merits and drawbacks of policies and initiatives.

Agreed and accepted.

**COMPLETE NAME**

Adviser

Complete Name of Student Organization

SCANNED COPY OF UNIVERSITY-ISSUED I.D.

FRONT

BACK